

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this request sheet and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance, (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025

General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification

All respondents must complete this section.

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name City of Montclair		County San Bernardino	
Authorized Signature <i>Roxaynn A. Robinson</i>		Title Accounting Supervisor	
Type/Print Name of Person Signing Roxaynn A. Robinson	Date 2/17/05	Phone (909) 625-9414	
Person Completing This Form (please print or type) Roxaynn A. Robinson		Title Accounting Supervisor	
Phone (909)625-9414	E-mail Address rrobinson@ci.montclair.ca.us		Fax (909)621-1584
Mailing Address 5111 Benito St	City Montclair	State CA	ZIP Code 91763

Section II—Cover Sheet

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested 2003, 2004, 2005.

Is this a second request? ☒ No ☐ Yes Specific years requested. _____
(Note: Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (*Not allowed for Regional Agencies*).**

Specific ADR requested _____%, for the years _____.

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested _____%, for the years _____.

(Note: Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

Note: Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

Section IIIA—TIME EXTENSION

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).

1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

The City of Montclair has documented "good faith effort", since 1999. Our numbers have gone up each year. By 2002, the City of Montclair achieved 48 percent diversion. Until the City of Montclair received their 2003 rate, we thought we were still progressing fine, and now additional time is now needed implement appropriate programs to target the increasing disposal. The City has attempted to expand its residential curbside diversion programs, but these efforts were not successful in reaching the 50 percent mandated diversion percentage. When residents would call for extra cans, we would promote the recycling containers. But residents were not responsive and that has been one of the barriers to our numbers declining.

Our primary focus for improving diversion will be on the commercial sector. The residents have been provided with a black barrel for trash and a blue barrel for recycling. Also, our residents have been educated through brochures on what to recycle. The commercial sector generates more waste than the residents. The lack of meeting with our businesses has been a barrier to not meeting our goal. We will be meeting with our hauler to develop a joint business recycling proposal. For example, we will be working with the hauler to improve source separated on-site pickup, business outreach and education, and modification to the commercial select load routes.

The lack of a construction and debris ordinance may be a barrier. The City has experienced some commercial expansion and the new home development since 2002. Approximately 350 new homes have been or are currently being constructed with a completion date of year 2005. The city is conducting research and planning on a construction and demolition program. The program will contain a construction and demolition ordinance and/or a policy.

Another barrier has been the lack of sufficient staff to carry out out new and/or expanded programs. The city will be exploring opportunities to allocate more staff time to implement the AB 939 programs. The City will be hiring an intern and will increase dedicated staff time.

2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.

The City is requesting a time extension for the maximum allowable time to expand and enhance our programs to increase our diversion rate. In order to enhance certain programs, the City will discuss with our current hauler additional programs needed to increase our diversion rate, such as source-separated collection of materials and adjustments to commercial recycling routes. We need the time to meet with our hauler to set up the new and expanded programs, research and pass the construction and demolition ordinance and/or policy,

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

The City has made a good faith effort to implement the programs for the residential sector and some effort in the commercial sector.. The City needs improvement with the commercial programs

4. Provide any additional relevant information that supports the request.

No additional information to be provided.

Section IIIB—ALTERNATIVE DIVERSION REQUIREMENT

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's efforts in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIB-1.).

1. Why does your jurisdiction need and Alternative Diversion Requirement? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

2. Why is your jurisdiction requesting an Alternative Diversion Requirement in lieu of a Time Extension?

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

4. Describe any relevant circumstances in the jurisdiction that contribute to the need for an ADR. Provide any relevant information that supports the request.

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		38%	Non-residential %		62%
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
2030-RC-OSP-Commercial On-Site Pickup	Expand	The City, with the help of our solid waste hauler, will make visits to businesses to develop solutions on how to recycle to help increase out diversion rate. We will explore programs with adjustments such as source separated on-site collection, potential modifications to the commercial select routes, business outreach and education. The City will focus on programs such as paper recycling, wet/dry loads and source separation. The City will also discuss the possibility of economic incentives. The City will target offices, fast food establishments and strip malls. The City will work with the Business License Department so that we can give information packets to new businesses that will explain to them the programs offered by the city.	Collection rate	12/2005	5 %
6020-PI-ORD Construction & Demolition	New	Construction and demolition - we will negotiate with our hauler and other city staff members to develop and implement a construction and demolition program for the residential and commercial sectors.	Collection rate	12/2005	2%
3000-CM-RCG Residential Curbside Collection of Green Waste	New	The city is in negotiations with the hauler to convert from manual to automated collection of residential greenwaste.	Collection rate	12/2005	2%
Total Estimated Diversion Percent From New and/or Expanded Programs					9%
Current Diversion Rate Percent From Latest Annual Report					41%
Total Planned Diversion Percent Estimated					50%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
Education	Expand	The City will expand it's current outreach program by participating in the C.A.U.T.I.O.N cleanups and distributing information on recycling and having some give-aways. During our billing cycles, send out brochures twice a year to our residents and commercial accounts as a reminder on how to dispose of waste properly. The City will also have brochures or information sheets available in City Hall for our Business License Department to give out to new businesses and businesses renewing their business license that will provide information about recycling, how and what to recycle and a contact phone number if they have any questions. The City will expand on having information on our two panel boards in the lobby informing our residents about recycling and where they can pick up a recycling information brochure or sheet.	12/2005
Ordinance	New	Establish a new ordinance and/or policy for construction and demolition. Promote the ordinance and/or policy and educate the affected parties.	12/2005
Commercial	Expand	Expand the commercial sector outreach presenting the new programs and conducting waste assessments and promote recycling to the business sector.	12/2005
Residential	New	Send out promotional and educational materials to residents about the conversion of the greenwaste collection program to automated pick up.	

Section IV B—GOAL ACHIEVEMENT

Goal Achievement describes the activities the jurisdiction will use to achieve the ADR.
Attach additional sheets if necessary..

Residential %			Non-residential %		
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LG/Central/PARIS/Codes/Reduce.htm					
		Total Estimated Diversion Percent From New and/or Expanded Programs			
		Current Diversion Rate Percent From Latest Annual Report			
		Total Planned Diversion Percent Estimated			

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED

Section V – PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at www.ciwmb.ca.gov/LGCentral/PARIS/.